

# CHARLCOMBE PARISH COUNCIL

## MINUTES

of Meeting held on Tuesday 18<sup>th</sup> January 2022  
at 7.00pm at Lansdown and Langridge Village Hall

### **Present**

Councillors Macklin, Bravin, Chorley, Howard, Jarai, Clerk Mrs Kerr

### **1. Apologies for Absence**

Councillors Jones and Rippin, Cotswold Warden Weller

### **2. Declarations of Interest**

None

### **3. Urgent Business**

None

### **4. Items from the Public**

Alison Cooper and Michelle Creed spoke to the Council about their concerns regarding the agricultural permitted development (21/03217/AGRN) at the end of Broadmoor Lane.

The main concerns raised were that:

- A full planning application should be required for a development within such a sensitive landscape setting
- Work is already taking place on site and that this is not consistent with the details within the re-submitted planning application
- Details on the applicants crowdfunding page differ from those within the planning application
- The development will lead to more traffic on a very narrow lane

The Council was asked to review the application in light of these concerns and to submit comments to the planning officer.

Cllr Macklin thanked them for attending the meeting.

### **5. Minutes of the Last Meeting**

It was agreed that minute 6a(i) para 4 should read 'It was noted that this is a Permitted Development and that the Parish Council has no authority for these matters.'

It was agreed that minute 14e should read 'Cllr Jarai advised that the meeting had covered the role of the Village Agents who are available to support vulnerable people in their local area.'

Cllr Macklin, as Chair, signed the minutes of the meeting held on 9<sup>th</sup> November 2021 with these amendments.

### **6. Town and Country Planning**

- a) Decisions of the Local Planning Authority

Signed

(Chair)

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Date

- (i) 21/02815/FUL - Charlcombe Grove Farm Access Road to Ravenswell House - Construction of a rear single storey extension with new retaining wall in the location of the previously removed north barn – Supported – Permitted
  - (ii) 21/05041/FUL - The Old Rectory Charlcombe Lane Charlcombe – Replacement steel gates with timber gates – Supported - Permitted
- b) Awaiting Decisions of the Local Planning Authority
- (i) 20/00332/FUL – Vodaphone Mast, Colliers Lane – Retention of the existing temporary mast and associated apparatus for a period of 2 years – Objected
  - (ii) 21/04746/OUT- Field Corner Deadmill Lane, Lower Swainswick - Provision 15 affordable dwellings – Objected
  - (iii) 21/05186/FUL - Parcel 9749 Colliers Lane Charlcombe – Erection of replacement building – Supported with conditions
- c) Applications for Planning Approval for Consideration  
None
- d) Appeals against the Decision of the Local Planning Authority
- (i) 19/05534/FUL – Telecommunication Mast 54146 Woolley Lane Charlcombe– Supported with conditions – Rejected  
Appeal consultation period expired 02/11/2021
- e) Enforcement Issues
- (i) 20/00564/TPOWKS – Westbrook Woodland  
Cllr Jarai advised that one replacement tree had been planted at the site entrance and four others along the riverbank.
- f) Works to Trees  
None

## 7. Highways and Footpaths

### a) Public Safety in the Countryside

Cllr Bravin had sent Cllrs details of a NFU Countryside webpage, which provides general advice about walking in the countryside and a video about staying safe around livestock. It was agreed that a link to this information should be added to the parish council website.

Cllr Bravin had also obtained four yellow signs giving information about staying safe around livestock if out walking your dog. It was agreed that these would be displayed in the noticeboards.

### b) Notification of Charlcombe Lane closure for annual toad migration from 14 February - 27 March 2022

This information has been added to the website.

### c) Review of allocation of footpaths

Cllr Howard agreed to review the current allocations and would report back to the next meeting.

### d) Footpath report from Cotswold Warden Weller

Cllr Macklin wished that a formal vote of thanks to the Cotswold Wardens for all the excellent work that they do within the parish be recorded.

## **8. Finance and Governance**

### a) Financial Report

The bank reconciliation was presented via email, noted and provisionally approved pending receipt of an updated bank statement.

### b) Confirmation of Precept return to B&NES for 2022/23

The Clerk confirmed acknowledgement from B&NES of the Precept return.

### c) Approval of Expenses

i. CPRE - £100 donation

ii. NALC/ALCA - £104.38 (for 2022/23)

Both items were approved

### d) Budget – Forecast Expenditure to March 31<sup>st</sup> 2022

This had been presented via email and was approved at the meeting

### e) Risk Assessment – to be reviewed and approved

This had been presented via email and approved at the meeting.

It was identified that the projector and screen are stored by Cllr Chorley.

The copier was purchased in 2008. It is not used, and it was agreed that it should be written-off and removed from the asset register.

### f) Bank Account – Transfer of funds from old account to new account and new account operating procedures

Cllr Chorley advised of the difficulties he had faced in getting a response from the bank when contacting them by phone. Now that the Covid situation had improved, Cllr Chorley planned to visit the bank within the next two weeks for a face-to-face discussion.

It was agreed that the Clerk's January salary would be paid by cheque.

### g) Review and Approval of Internal Audit Plan – Cllr stage and independent examiner

Cllr Macklin advised that she would seek clarification on the requirement for one of the Cllrs to review some of the financial records prior to the independent examination.

The Internal Audit Plan and Independent Examiner will be considered at the next meeting.

## **9. Correspondence Received**

### a) Email concerning the future of Langridge Church

In the absence of Cllr Rippon, Cllr Bravin provided an overview of the options that had been put forward by the Langridge Church PCC. The outcome of their discussions is unknown.

## **10. Lansdown and Langridge Village Hall Grant**

### a) Cllr Macklin to update Cllrs on reallocation of Empowerment Fund grant

Cllr Macklin advised that the contractor is due to start work on 31<sup>st</sup> January.

## **11. Replacement of Noticeboards**

### a) Cllr Macklin to propose way forward

Cllr Macklin proposed the creation of a working group to discuss the details relating to replacement of some of the noticeboards. Working groups could include local subject experts as well as Cllrs and meetings could be held by Zoom.

Cllr Bravin had offered to lead this group and would update the PC at the next meeting.

Cllr Macklin would ask Cllrs by email if they wished to contribute to this working group.

## **12. Annual Parish Meeting**

- a) Cllr Macklin to propose way forward

Cllr Macklin proposed the creation of a working group to discuss the arrangements for the Annual Parish Meeting.

Cllr Macklin will lead this group and would update the PC at the next meeting.

Cllr Macklin would ask Cllrs by email if they wished to contribute to this working group.

## **13. Charlcombe Parish Council Records**

- a) Arrangements for collection and review

Cllr Macklin advised that arrangements would be made to collect these records from David Weaver. Cllr Macklin and the Clerk would review these records and other old documents held by the Clerk, to determine what needs to be retained.

## **14. External Meetings**

- a) BPT Environs Committee – Cllrs Chorley and Rippin – 16<sup>th</sup> November at 12.30pm  
Nothing to report.
- b) Bathavon Area Forum – Cllr Jarai - 24<sup>th</sup> November  
Nothing to report.
- c) BPT Environs Committee – Cllrs Chorley and Rippin – 18<sup>th</sup> January at 12.30pm  
Nothing to report.
- d) B&NES ALCA Meeting – Cllr Macklin – 19<sup>th</sup> January at 7.30pm
- e) B&NES Journey to Net Zero – 20<sup>th</sup> January at 10am. Cllr Bravin offered to attend
- f) Bathavon Area Forum –Cllr Jarai – 8<sup>th</sup> February at 6pm
- g) BPT Environs Committee – Cllrs Chorley and Rippin – 15<sup>th</sup> March at 12.30pm
- h) Parish Liaison Mtg – Cllr Chorley – 23<sup>rd</sup> March at 6.30pm

## **15. AOB**

- a) 21/03217/AGRN  
There is no requirement for the Parish Council to be consulted on the re-submitted Permitted Agricultural Development application. It was decided that the Council would resend the comments originally submitted in July 2021.
- b) Accidents at the Lansdown Lane/Lansdown Junction  
Cllr Jarai asked whether improved signage was required at this junction to help reduce the number of accidents occurring there. Cllr Bravin noted that most

accidents occurred in the evening, involved a single vehicle and were not serious.  
The Clerk to ask if a safety assessment of the junction had been completed recently.

c) Langridge Lane 20mph review

Cllr Bravin asked if any update had been received on timescale for the 20mph review on Langridge Lane. There was no update available, and the Clerk would raise this with the Ward Cllrs.

**16. Proposed Dates for next two Meetings**

Tuesday 8 March 2022 (location tbc)

Tuesday 10 May 2022 AGM and CPC Meeting (Lansdown and Langridge Village Hall)